



**Spaulding High School
Central Vermont Career Center
Barre City Elementary and Middle School
Barre Town Middle and Elementary School**

Chris Hennessey, M.Ed.
Superintendent of Schools

A rock solid education for a lifetime of discovery

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MEMORANDUM

TO: Barre Unified Union School District Policy Committee
Chris Parker - Chair, Tim Boltin

DATE: December 14, 2021

RE: BUUSD Policy Committee Meeting
December 20, 2021 @ 5:30 p.m.
In-Person Option: BUUSD Central Office, 120 Ayers Street, Barre
Remote Options: Meeting Link: meet.google.com/dmf-dowp-dyg
Phone: (US)+1 929-266-2537 PIN: 179 047 596#

Please Note: If you attend the meeting remotely you must state your name for the record to satisfy the Open Meeting Law.

AGENDA

1. Call to Order
2. Additions/Changes to Agenda
3. Public Comment
4. Approval of Minutes
 - 4.1. Meeting Minutes of November 15, 2021
5. New Business
 - 5.1. BUUSD Policy Index Review
 - 5.2. VSBA Policy Index Review
 - 5.3. Visits by Parents, Community Members or Media (E32) (Consider)
 - 5.4. School Crisis Prevention and Response (F32) (Consider)
 - 5.5. Access Control (F25) (Recommended)
 - 5.6. Searches, Seizures, and Interrogation of Students By Law Enforcement Personnel or Other Non-School Personnel (C42)
 - 5.7. Fiscal Management and General Financial Accountability (F20)
6. Old Business
 - 6.1. Electronic Surveillance (F26) (Recommended)
 - 6.2. Selection of Instructional Materials and Sensitive Issues (D32) (Consider) (vetted)
 - 6.3. Complaints About Personnel (B22) (Recommended) (vetted)
 - 6.4. Personnel Recruitment, Selection, Appointment and Background Checks (B20) (Recommended) (vetted)
 - 6.5. Firearms (C5) (Required) (vetted)

7. Other Business
8. Items for Future Agenda
9. Next Meeting Date: January 17, 2022, 5:30 pm
10. Adjournment

Parking Lot of Items:

- Special Education (D40) (Rescind after D7 gets adopted Both on Board Agenda for 12/16/21)
- Role and Adoption of School Board Policies (A30) (Consider) (VSBA Change 10/16/21)
- Board Member Education (A31) (Consider) (VSBA Change 11/6/21)
- Board Goal-Setting and Evaluation (A32) (Consider) (VSBA Removed 10/21/21)
- Title 1, Part A: Parent and Family Engagement (E1) (Required) (VSBA Change 9/24/21)
- Budgeting (F30) (Rescind after F20 gets adopted)
- Anti-Racism Policy (C44) (New, Vetted, TBD)
- Field Trips (D30) (VSBA Removed 7/2020)

Under Review by VSBA

- Student Drugs and Alcohol (C2)
- Student Attendance (C7)
- Pupil Privacy (C8)
- Homeless Students (C13)
- Student Conduct and Discipline (C20)
- Transgender and Gender Nonconforming Students (C28)
- Selecting Library Materials (D31)
- Selection of Instructional Materials (D32) (just vetted)

BOARD/COMMITTEE MEETING NORMS

- Keep the best interest of the school and children in mind, while balancing the needs of the taxpayers
- Make decisions based on clear information
- Honor the board's decisions
- Keep meetings short and on time
- Stick to the agenda
- Keep remarks short and to the point
- Everyone gets a chance to talk before people take a second turn
- Respect others and their ideas

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BARRE UNIFIED UNION SCHOOL DISTRICT POLICY COMMITTEE MEETING

BUUSD Central Office and Via Video Conference – Google Meet
November 15, 2021 – 5:30 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Chris Parker, Chair (BT)
Abigayle Smith, Vice-Chair (BC)
Tim Boltin (BC)
Jon Valsangiacomo – (BT Community Member)

COMMITTEE MEMBERS ABSENT:

Andrew McMichael (BC Community Member)

OTHER BOARD MEMBERS PRESENT:

Sonya Spaulding

ADMINISTRATORS AND STAFF PRESENT:

Chris Hennessey, Superintendent
Luke Aither, SHS Assistant Principal

GUESTS:

Josh Howard Terri Reil

1. Call to Order

The Chair, Ms. Parker, called the Monday, November 15, 2021, meeting to order at 5:32 p.m., which was held at the BUUSD Central Office and via video conference - Google Meet.

2. Additions and/or Deletions to the Agenda

Mr. Aither advised that there are a number of policies on the Agenda for which he has not had time to research. It was agreed that the Agenda would remain as is and those Agenda Items will be updated to reflect their current status.

3. Public Comment

None.

4. Approval of Minutes

4.1 Approval of Minutes – October 18, 2021 Policy Committee Meeting

On a motion by Mr. Valsangiacomo, seconded by Ms. Smith, the Committee unanimously agreed to approve the Minutes of the October 18, 2021 Policy Committee Meeting.

5. New Business

5.1 Review of BUUSD Policy Manual Index

A copy of the BUUSD Policy Manual Index (dated 11/08/21) was distributed.
No discussion was held.

5.2 VSBA Model Policies

An undated copy of the VSBA Model Policy Index was distributed.

A document titled ‘Current VSBA Work – BUUSD Status – Updated 11/8/21’ was distributed.

Mr. Aither reported that the VSBA is currently reviewing 6 policies, and they do not have a set timeframe for when reviews will be completed.

Copies of all policies referenced in Agenda Items 5.3 through 5.8 were distributed.

5.3 Special Education Policy (D7) - (Required)

Mr. Aither advised that the AOE performs progress monitoring for compliance with regulations. The BUUSD has a policy on this subject that was put in place prior to D7’s creation. The AOE wants all Districts to adopt policy D7 no later than 01/15/2022. After the Model Policy is adopted, the District can rescind its local policy (D40).

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On a motion by Ms. Smith, seconded by Mr. Boltin, the Committee unanimously voted to approve the Special Education Policy (D7), as written, and to present said policy to the Board for a First Reading (in December).

5.4 Special Education Policy (D40) - (local policy)

This Policy will be added to the Parking Lot until Policy D7 is adopted. It will then be brought to the Board to be rescinded.

5.5 Visits by Parents, Community Members or Media Policy – (E32) - (Consider)

Mr. Aither has not had a chance to review this policy yet, but he does have concerns regarding some of what is listed in the Implementation section. Mr. Aither wants to have administrators review the VSBA Model Policy prior to presenting it to the Committee. This item will be added to the December Agenda.

Mr. Aither believes that Policy F25 – Access Control Policy, may cross-walk with this policy. F25 is listed as Agenda Item 5.7.

Policies C42 -Searches, Seizures, and Interrogation of Students By Law Enforcement Personnel or Other Non-School Personnel (Agenda Item 5.8) and F32 – School Crisis Prevention and Response Policy (Agenda Item 5.6) will also be added to the December Agenda.

Mrs. Spaulding queried regarding why Policy C42 (which is already adopted) is being presented to the Committee, Mr. Aither advised that the District doesn't have a policy related to searches by outside personnel. It was confirmed that Policy C42 (searches/seizures by outside personnel) was adopted by the District (in June 2019) and that Mr. Aither was very involved in writing the policy. Ms. Parker queried regarding whether or not two separate policies need to exist. Mr. Aither believes that it is prudent to have two separate policies because the rules are very different for outside agencies, vs. school personnel. Ms. Parker queried why VSBA does not have a model policy for searches/seizures by outside personnel.

5.6 School Crisis Prevention and Response Policy – (F32) (Consider)

In addition to the policy, a copy of Code E7-R (Procedures for Bomb Threats) was also distributed.

Mr. Aither has not had time to review this policy, but noted that it doesn't seem to refer to A.L.I.C.E Safety Protocols, which the District uses. It is not known if Procedures need to be attached to this policy. Some policies, by law, require that procedures be included with the policy. This policy will be added to the December Agenda.

5.7 Access Control Policy – F25 (Recommended)

See discussion under Agenda Item 5.5. Add this Policy to the December meeting.

5.8 Searches, Seizures, and Interrogation of Students By Law Enforcement Personnel or Other Non-School Personnel Policy (C42) – (Local)

See discussion under Agenda Item 5.5. This item will be added to the December Agenda.

6. Old Business

6.1 Electronic Surveillance Policy (F26) - (Recommended)

A copy of a locally written policy (labeled F26) was distributed.

Copies of the adopted Local Policy (F41) and the Model Policy version of F26 were not included in the packet.

A community member voiced concern that regardless of the good intentions of the policy, it may have a negative impact, e.g., not allowing access to classes (being held in the school) to be available to other students via electronic means (e.g. Zoom). Ms. Parker does not believe this policy precludes Zoom sessions from happening. Mr. Aither noted that this policy pertains to electronic surveillance, not the recording of students in classrooms. The District has a local policy, F41 (Video Surveillance Policy), which was written prior to the VSBA writing a Model Policy (F26). Mr. Aither advised that the version of the policy presented tonight does not contain the normal editing protocols, as he found showing the editing of the VSBA policy was quite messy and the VSBA policy does not go along with how the BUUSD is doing things. Rather than have a messy draft, a new policy was drafted and vetted by legal counsel. In response to a query, it was confirmed that there is an existing policy. Mrs. Spaulding queried regarding whether or not this new version is the same as the policy that is currently in place. It was noted that the existing policy does not contain much of the detail contained in the draft of the locally written policy. Mrs. Spaulding requested that if this new version is to be presented to the Board, that a copy of the current policy (F41) be included in the Board packet for comparison purposes. Mrs. Spaulding noted that the policy does not contain information pertaining to SRO's and asked how the policy pertains to SROs. Ms. Parker noted that SRO's are included in Policy C42 (related to searches, seizures and interrogation). Mrs. Spaulding is under the impression that SROs have access to video recordings and do view them when issues arise (issues that don't necessarily meet the definition of a 'crime', but are more disciplinary issues). As SROs have access to electronic surveillance, Mrs. Spaulding believes they should be referenced in the policy. Mr. Aither noted that in the draft policy, the last sentence of the Video Recordings section, advises that law enforcement are permitted to view video recordings on a case by case basis. Mrs. Spaulding queried regarding whether or not SROs are viewing live video. The Viewing of Live Video section does not reference viewing by SROs or other members of law enforcement. It was noted

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that technically, SROs are not employees of the District, and therefore are not covered under this section. Mrs. Spaulding believes the policy must be very specific if SROs are allowed to view live feeds. The draft policy will be modified to reflect that SROs may view live video feeds. Mr. Aither will modify the draft and have it legally vetted again. In response to a query regarding other law enforcement viewing live feeds, it was noted that it should be rare, but there is the possibility that other law enforcement personnel may need to view live feeds during a crisis situation. Mr. Valsangiacomo supports having the policy legally vetted after changes are incorporated into the draft. A community member queried regarding staff members viewing live feeds. Mr. Hennessey noted that as part of 'best practices' it is best to limit access to viewing of live feeds. It was noted that monitors showing live feeds are positioned such that they are not easily viewed, such as by a parent who conducting business at the front office (checking out a student). After amendments are made to include SROs and law enforcement in the policy, the policy will be re-vetted by legal counsel. If everything is approved, the Policy Committee will then be ready to send a First Reading to the Board.

7. Other Business

Mrs. Spaulding queried regarding the status of written procedures (as some Implementation sections have been stripped from policies). Mrs. Spaulding noted that concern had been raised that written procedures be in place and the Board was assured that procedures would be documented. Mrs. Spaulding is not confident that the procedures were actually written. Though procedures do not fall under the Policy Committee's charge, she would like to take steps to see that there is follow up to this issue. Mr. Aither advised that procedures are written by each individual school's administration. Mr. Aither advised that SHS has started a rough policy/procedure manual, noting that it is a large undertaking. Discussions were held with Josh Allen regarding a link on the web site, linking policies and procedures. Mrs. Spaulding reiterated her concern that procedures are not documented, which makes it difficult for parents, students, and community members to know what the procedures are. Without written documentation, it is easy to change a procedure based on a particular student or situation. Though documentation is a large undertaking, it is very important that it exists. Mr. Hennessey noted that there will need to be an intentional effort to see that procedures are written.

Mrs. Poulin noted that there is a grey line/confusion, between what is policy and what actual procedures are. Mrs. Poulin provided some historical information on this issue, noting that extensive discussion were held in the past and the Board directed that the Implementation sections in the VSBA policies were to remain in the policies. Inclusion of this section more clearly defines what the Board is requiring be done (what the policy is). The reason to keep policies and procedures separate is because the Board has oversight of policies, but has no oversight of procedures. Leaving the implementation sections in the policy, allows the Board to retain control over what administrators are expected to do. The actual procedures were deemed to be step by step instructions that define exactly how the policies are to be administered (who is responsible for particular steps and exactly what that entails – step by step instructions). Procedures are clear instructions that define what needs to be done and assures that policies are administered consistently. Procedures are usually written at the school level and are not subject to Board oversight. The detailed procedures can change frequently, and therefore do not belong in policy as that would require Board approval of policies whenever the associated procedures were changed. The implementation sections of policies help clearly define the policy and are not subject to frequent changes. Concern had been raised that most procedures were in people's heads (not documented), and policies may be enforced differently based on who happened to be enforcing the policy at the time. It was agreed that written procedures needed to be created. There was also concern that when personnel leave and procedures are not documented, and the clear definitions have been removed from the policy, there is no longer any record of what is supposed to be done, and there is no clear direction in the policy regarding what the Board defined as policy (policies become too general / undefined). Additionally, if the policy does not clearly define what the Board's policy is, individuals enforcing or writing procedures, can modify procedures (unintentionally or intentionally) to exclude items that were originally defined as policy (in the implementation section). Past discussions included an understanding that the VSBA, through implementation sections, was not presuming to write procedures for individual schools/districts, and that procedures are totally in the hands of administrators, who are in charge of daily instructional procedures, which are subject to changes, and not subject to Board oversight. Mrs. Spaulding reiterated the need to document procedures, and that there be a planned approach (e.g., select the first ten top priority procedures, complete them, then move on to another prioritized list). Written procedures seem to be a 'back-burner' issue that continually gets delayed. Ms. Parker queried regarding policies containing the Implementation section at the District level, with the understanding that each building is able to breakdown their own procedures, at the school level, but the policies continue to contain the actual policy definitions/mandates, as documented in the implementation sections. This method allows for policies to be clearly defined, while allowing administrators to write their procedures at their local school level. Mr. Aither believes that some of the implementation sections from the VSBA feel relevant, but in other policies, the Implementation sections are trying to define exactly how policies are to be administered. Mrs. Spaulding believes there needs to be a system to document what policies had Implementation sections removed and a system of follow up to assure that written procedures exist. Mrs. Poulin reiterated that what is in the Implementation sections, does not define who does what at each building and where information is filed, what needs to be received in writing vs verbal, etc. Those are procedures that are written at the building level. Ms. Parker reiterated the need to link policies and procedures on line so that information is readily available and the processes are transparent. Mr. Aither cautioned that just because there is a written procedure, does not mean that is exactly how the policies are being implemented. There is a need for flexibility, as things can change rapidly. Mr. Aither noted that documenting procedures, especially when there are many different scenarios to deal with, is very complicated and will take much time. Mr. Aither suggested that there be a five year plan for writing procedures.

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Brief discussion was held regarding The Firearms Policy (C5) and whether or not it needs to be added to a future agenda. The policy has been amended once (in October) to meet the legal requirement that the policy contain a section pertaining to referrals to law enforcement, and there is a question regarding whether or not the section from the VSBA policy regarding reporting (under this section of the law) needs to be added also. Mr. Hennessey advised that all expulsions are routinely reported, and the reporting section is not necessary in this policy. It was noted that the version of the policy adopted in January, was deemed not to be in compliance with the law. Mr. Hennessey will confer with Mr. Aither to assure the policy is in compliance with the law. Policy C5 will be added to the Parking Lot.

8. Future Agenda Items

Brief discussion was held regarding the Fiscal Management and General Financial Accountability Policy (F20) and it was noted that Mrs. Perreault has distributed some information related to how some other districts have written their policies relating to Fiscal Management and General Financial Accountability. Mr. Hennessey advised that it would probably be best to distribute that information to Committee Members well in advance of the meeting for which it is slated for discussion. Mrs. Spaulding noted that there may be policies in place (in other districts) that are similar to the policy Mrs. Perreault proposes, and she would like to know if there are also policies (in other districts), that support having a Board approval threshold and/or having more accountability. Though some evidence has been presented to support the policy Mrs. Perreault is proposing, Mrs. Spaulding queried if those policies were presented solely because they support what the Business Manager is proposing. Are there any policies in place that support the direction the Board was supporting? Policy F20 will be added to the next Agenda.

- E32 - Visits by Parents, Community Members or Media Policy (Consider)
- F32 - School Crisis Prevention and Response Policy (Consider)
- F25 - Access Control Policy (Recommended)
- C42 - Searches, Seizures, and Interrogation of Students By Law Enforcement Personnel or Other Non-School Personnel Policy (Local)
- F20 – Fiscal Management and General Financial Accountability (Recommended) (invite Lisa Perreault to attend)
- D32 – Selection of Instructional Materials and Sensitive Issues(Consider) (has now been legally vetted)
- B22 – Complaints About Personnel (Recommended) (has now been legally vetted)
- B20 – Personnel Recruitment, Selection, Appointment, and Background Checks (Recommended) (has now been legally vetted)
- Electronic Surveillance Policy (F26) - (Recommended) – once revised and legally vetted

Parking Lot –

- Add Special Education Policy (D40) - (local policy) – (for rescinding after Policy D7 is adopted)
- Add C5 – Firearms Policy (Required)

9. Next Meeting Date

The next meeting is Monday, December 20, 2021 at 5:30 p.m. at the BUUSD Central Office and via video conference.

10. Adjournment

On a motion by Mr. Boltin, seconded by Ms. Smith the Committee unanimously agreed to adjourn at 6:35 p.m.

Respectfully submitted,
Andrea Poulin

	12/13/2021			BARRE UNIFIED UNION SCHOOL DISTRICT POLICY MANUAL INDEX					
75	Adopted Policies								
Color Code Key:	To Committee	To Board - 1st Read	To Board - 2nd Read						
SECTION	BUUSD CODE	LAST VSBA MP UPDATE	CHECKED WITH VSBA UPDATE...	TITLE	VSBA REQUIRE/RECOMMEND/CONSIDER	BUUSD 1st READ DATE	BUUSD APPROVAL DATE	COMMENTS/ACTION	BSU CODE
A	BOARD OPERATIONS								
	A1	10/11/2019	5/18/2020	Board Member Conflict of Interest	Required	5/9/2019	6/13/2019		B3
	A20	3/3/2020	5/18/2020	Board Meetings, Agenda Preparation & Distribution	Recommend	9/12/2019	10/10/2019		
	A21	3/3/2020	5/18/2020	Public Participation at Board Meetings	Recommend	9/12/2019	10/10/2019		
	A22	8/30/2020	11/12/2020	Non-Discrimination	Recommend	12/17/2020	1/14/2021		C6
	A23	3/3/2020	5/18/2020	Community Engagement and Vision	Recommend	9/12/2019	10/10/2019		
	A24	3/3/2020	5/18/2020	Board/Superintendent Relationship	Recommend	9/12/2019	10/10/2019		
	A25	8/5/2020	9/22/2020	Delegation of Authority During State of Emergency Due to COVID-19 Pandemic	Recommend	10/8/2020	10/22/2020		
	A30	9/18/2013	9/12/2019	Role and Adoption of School Board Policies	Consider	5/9/2019	6/13/2019	VSBA Changes 10/16/21. In Cmt Agenda Parking Lot	A1
	A31	3/25/2009	9/12/2019	Board Member Education	Consider	9/12/2019	10/10/2019	VSBA Changes 11/06/21. In Cmt Agenda Parking Lot	
	A32	3/26/2009	9/12/2019	Board Goal-Setting & Evaluation	Consider	9/12/2019	10/10/2019	VSBA Removed 10/21/21. In Cmt Agenda Parking Lot	
	A33	3/25/2009	9/12/2019	School Visits By Board Members	Consider	9/12/2019	10/10/2019		
	A34	3/25/2009	9/12/2019	Board Relationships With School Personnel	Consider	9/12/2019	10/10/2019		
Adopted	12								
B	PERSONNEL								
	B1	10/11/2019	12/10/2020	Substitute Teachers	Required	1/28/2021	2/11/2021		D6
	B2	10/11/2019	5/18/2020	Volunteers and Work Study Students	Required	5/9/2019	6/13/2019		D7
	B3	3/3/2020	6/2/2020	Alcohol & Drug-Free Workplace	Required	5/9/2019	6/13/2019	BUUSD version has an "Employer Responsibility" section that VSBA MP doesn't	D8
	B4	10/11/2019	6/2/2020	Drug & Alcohol Testing: Transportation Employees	Required	5/9/2019	6/13/2019		D11
	B5	10/20/2020	11/12/2020	Prevention of Employee Harassment	Required	12/17/2020	1/14/2021		D12
	B6	10/1/2019	Removed	Health Insurance Portability and Accountability Act Compliance	Required	-	-	This policy was deleted in October 2019. The VSBA reasoning for deletion of the policy is that the policy is covered under statute.	
	B7	10/11/2019	6/2/2020	Tobacco Prohibition	Required	5/9/2019	6/13/2019	BUUSD version has some add'l language which can be considered for deletion	E8
	B8	6/25/2020	11/12/2020	Electronic Communications between Employees and Students	Required	1/14/2021	1/28/2021		B40
	B20	3/3/2020	12/10/2020	Personnel Recuitment, Selection, Appointment, & Background Check	Recommend	1/28/2021	2/11/2021	2/11/21 Adopted by Board - Mr. Wells needs to have it reviewed by Legal Counsel & report back to Board for March meeting. To Cmt 12/20 - Lawyer Vetted	
	B21	3/3/2020	5/18/2020	Professional Development	Recommend	7/22/2021	8/12/2021		D2
	B22	3/3/20	3/11/2021	Complaints About Personnel	Recommend			VSBA New - returned to Cmt 6/21 - Board request - possibly add section related to retaliation. Have vetted after discussion. To Cmt 12/20 - Lawyer Vetted	
	B30	3/29/09	12/10/2020	Staffing and Job Descriptions	Consider	Not Adopting	Not Adopting	Committe and Board Opted to Not Consider	
	B31	3/29/09	12/10/2020	Educator Supervision & Evaluation: Probationary Teachers	Consider	Not Adopting	Not Adopting	Committe and Board Opted to Not Consider	
	B32	3/29/09	12/10/2020	Personnel Files	Consider	Not Adopting	Not Adopting	Committe and Board Opted to Not Consider	
	B33	3/39/09	12/10/2020	Resignations	Consider	Not Adopting	Not Adopting	Committe and Board Opted to Not Consider	
	B40	N/A	N/A	Social/Digital/Online Communications for Staff	Does Not Exist			VSBA is working on a model policy for Electronic Communications Between Employees and Students. When this is issued we will review/adopt it and determine if we need an additional policy for other aspects of online communications.	D14

	12/13/2021			BARRE UNIFIED UNION SCHOOL DISTRICT POLICY MANUAL INDEX					
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Color Code Key:	To Committee	To Board - 1st Read	To Board - 2nd Read						
SECTION	BUUSD CODE	LAST VSBA MP UPDATE	CHECKED WITH VSBA UPDATE...	TITLE	VSBA REQUIRE/RECOMMEND/CONSIDER	BUUSD 1st READ DATE	BUUSD APPROVAL DATE	COMMENTS/ACTION	BSU CODE
Adopted C	9			STUDENTS				B6 removed by VSBA; B20, B22, B30, B31, B32, B33 in VSBA MPM but not adopted by BUUSD	
	C1	10/11/2019	6/2/2020	Student Records	Required	5/9/2019	6/13/2019		F5
	C2	12/3/2015	5/18/2020	Student Drugs & Alcohol	Required	5/9/2019	6/13/2019	VSBA Under Review. In Cmt Agenda Parking Lot	F7
	C3	10/11/2019	6/2/2020	Transportation	Required	5/9/2019	6/13/2019	BUUSD version differentiates for no transportation at SHS	F9
	C4	12/9/2020	12/10/2020	English Learners	Required	1/14/2021	1/28/2021		F19
	C5	12/9/2020	12/11/2020	Firearms	Required	1/14/2021	1/28/2021	Edit to comply with statute; To Cmt 10/11. 6 words added, reviewed and vetted by lawyer 11/29/21	F21
	C6	10/11/2019	5/18/2020	Participation of Home Study Students	Required	5/9/2019	6/13/2019		F23
	C7	10/11/2019	6/2/2020	Student Attendance	Required			Cmt review 8/16; To board 1st read - 9/23/21; Returned to Cmt per Chris P. VSBA Under Review. In Cmt Agenda Parking Lot	F25
	C8	10/11/2019	6/2/2020	Pupil Privacy Rights	Required	5/9/2019	6/13/2019	VSBA MP has additional language which should be included in #8 VSBA Under Review. In Cmt Agenda Parking Lot	F27
	C9	10/11/2019	6/2/2020	Nutrition And Wellness	Required	4/23/2020	5/14/2020	BUUSD version differs from VSBA MP based on recommendation of SHAC	F28
	C10	12/2/2015	5/18/2020	Policy on the Prevention of Hazing, Harassment and Bullying of Students	Required	5/9/2019	6/13/2019		F20
	C10-P	12/2/2015	5/18/2020	Model Procedures on the Prevention of Hazing, Harassment and Bullying of Students	Required	5/9/2019	6/13/2019		F20-1
	C11	3/29/2018	5/18/2020	Student Freedom of Expression in School-Sponsored Media	Required	5/9/2019	6/13/2019		F34
	C12	9/1/2020	11/12/2020	Prevention of Sexual Harassment As Prohibited by Title IX	Required	1/14/2021	1/28/2021		C-10; C10P
	C13	10/16/2020	11/12/2020	Homeless Students	Required	12/17/2020	1/14/2021	VSBA Under Review. In Cmt Agenda Parking Lot	
	C20	3/3/2020	6/2/2020	Student Conduct and Discipline	Recommend	5/9/2019	6/13/2019	VSBA Under Review. In Cmt Agenda Parking Lot	F1
	C21	8/30/2020	11/2/2020	Search and Seizure of Students by School Personnel	Recommend	11/12/2020	12/3/2020		F4
	C22	3/25/2009	3/11/2021	Student Activities (Elementary)	Recommend	Not Adopting	Not Adopting	To Cmt 3/15/21, not current BUUSD Policy; Cmt 4/26/21; To Bd 5/27 recommend not adopt. Board agreed to not adopt 5/27/21	
	C23	11/28/2007	3/11/2021	Student Clubs & Activities	Recommend	5/27/2021	6/10/2021		F33
	C24	9/18/2013	5/18/2020	Interscholastic Sports	Recommend	5/9/2019	6/13/2019		F12
	C25	3/3/2020	6/2/2020	Admission of Non-Resident Tuition Students	Recommend	5/9/2019	6/13/2019		F14
	C26	9/18/2013	8/31/2021	Tuition Payment	Recommend	Not Adopting	Not Adopting	Recommendation to Board to not adopt to Board 11/11. Board agreed to not adopt.	
	C27	9/18/2013	5/18/2020	Student Self-Expression and Student Distribution of Literature	Recommend	5/9/2019	6/13/2019		F29
	C28	3/3/2020	12/10/2020	Transgender and Gender Nonconforming Students	Recommend	1/28/2021	2/11/2021	VSBA Under Review. In Cmt Agenda Parking Lot	
	C29	7/21/2020	9/22/2020	District Equity Policy	Recommend	6/10/2021	6/24/2021		
	C30	6/30/2008	5/18/2020	Student Medication	Consider	5/9/2019	6/13/2019		F6
	C31	2/10/2016	5/18/2020	Admission of Resident Students	Consider	5/9/2019	6/13/2019		F13
	C32	2/10/2016	5/18/2020	Eighteen Year-Old Students	Consider	5/9/2019	6/13/2019		F18
	C33	2/10/2016	5/18/2020	Student Assessment	Consider	5/9/2019	6/13/2019		F22

	12/13/2021			BARRE UNIFIED UNION SCHOOL DISTRICT POLICY MANUAL INDEX					
75	Adopted Policies								
Color Code Key:	To Committee	To Board - 1st Read	To Board - 2nd Read						
SECTION	BUUSD CODE	LAST VSBA MP UPDATE	CHECKED WITH VSBA UPDATE...	TITLE	VSBA REQUIRE/RECOMMEND/CONSIDER	BUUSD 1st READ DATE	BUUSD APPROVAL DATE	COMMENTS/ACTION	BSU CODE
	C34	3/3/2020	6/2/2020	Restraint and Seclusion	Consider	5/9/2019	6/13/2019		C23
	C40	N/A	N/A	Entrance Age for Admission to Kindergarten	Does Not Exist	5/9/2019	6/13/2019		F35
	C41	N/A	N/A	Intra-District School Transfer	Does Not Exist	4/23/2020	5/14/2020		F36
	C42	N/A	N/A	Searches, Seizures, and Interrogation of students by Law Enforcement or other Non-School Personnel	Does Not Exist	5/9/2019	6/13/2019	To Cmt - 12/20	F11
	C43	N/A	N/A	STI and Pregnancy Prevention Policy	Does Not Exist	6/10/2021	6/24/2021		F31
	C44	N/A	N/A	Anti-Racism Policy	Does Not Exist			New Local Policy; has been vetted - Parking lot TBD	
Adopted	30							C22 is elementary only; C28 in VSBA MPM but not adopted by BUUSD	
D				INSTRUCTION					
	D1	3/3/2020	6/2/2020	Proficiency Based Learning	Required	5/9/2019	6/13/2019	BUUSD version differs from VSBA MP based on recommendation of admin	G20
	D2	10/1/2019	Removed	Grade Advancement, Promotion, Acceleration, and Retention of Students	Required	-	-	Deleted in October 2019. This policy, which used to be required by statute, is no longer applicable because of Proficiency Based Grading/Graduation Requirements.	
	D3	8/1/2019		Acceptable Use of Electronic Resources & the Internet	Required	11/11/2021	12/2/2021	Adopted and updated on website	G11
	D4	12/3/2015		Title I Comparability	Required	5/9/2019	6/13/2019	Awaiting VSBA Revision	G12
	D5	10/11/2019	6/2/2020	Animal Dissection	Required	5/9/2019	6/13/2019		G13
	D6	10/11/2019	5/18/2020	Class Size	Required	4/23/2020	5/14/2020		G14
	D7	10/11/2021	11/8/2021	Special Education	Required			To Board: 12/16/21 to Rescind and replace with D40 to be adopted 12/16/21	D40
	D20	9/18/2013	5/18/2020	Curriculum Development and Coordination	Recommend	5/9/2019	6/13/2019		G1
	D21	9/18/2013		Educational Support System	Recommend	5/9/2019	6/13/2019	Awaiting VSBA Revision	G7
	D22	8/5/2020	9/22/2020	Modes of Instruction During State of Emergency Due To COVID-19 Pandemic	Recommend	10/8/2020	10/22/2020		
	D30	July 2020	6/2/2020	Field Trips	Consider	4/23/2020	5/14/2020	Removed by VSBA - Cmt. Review 11/16/2020 - Committee will discuss in the spring 2021. (BUUSD version differs from VSBA MP based on recommendation of admin) In Cmt Agenda Parking Lot	G3
	D31	not indicated	6/2/2020	Selecting Library Materials	Consider	5/9/2019	6/13/2019	VSBA Under Review. In Cmt Agenda Parking Lot	G4
	D32	not indicated	6/2/2020	Selection of Instructional Materials and Sensitive Issues	Consider	5/9/2019	6/13/2019	VSBA MP does not include Sensitive Issues section, consider revising BUUSD; To Cmt 10/11. To Cmt 12/20 - Lawyer Vetted but back on VSBA as Under Review. Place back to Parking Lot??	G5
	D40	N/A	N/A	Special Education	Does Not Exist	12/2/2021		To Board: 2nd Read/Adopt 12/16 (Rescind D7 on Board Agenda for 12/16 also)	G15
Adopted	12							D2 removed by VSBA, D33 is outdated	
E				SCHOOL-COMMUNITY RELATIONS					
	E1	9/24/2021	11/8/2021	Title I, Part A Parental Involvement	Required	5/9/2019	6/13/2019	VSBA Changes 9/24/21. In Cmt Agenda Parking Lot	H7
	E20	12/21/2020	1/12/2021	Community Use of School Facilities	Recommend	5/9/2019	6/13/2019	Cmt 2/15/21 - No changes; website updated w/o Legal Notices/Footnotes. Supt. and Admin team will develop uniform and consistent fee schedule and rental application form.	H3
	E30	not indicated	6/2/2020	School-Community Relations	Consider	5/9/2019	6/13/2019		H30
	E31	7/2020		Parental Involvement	Removed	none	none	VSBA Removed 7/2020 - BUUSD never adopted.	
	E32	8/2009	11/8/21	Visits by Parents, Community Members or Media	Consider			To Cmt: 12/20/21	

	12/13/2021			BARRE UNIFIED UNION SCHOOL DISTRICT POLICY MANUAL INDEX					
75	Adopted Policies								
Color Code Key:	To Committee	To Board - 1st Read	To Board - 2nd Read						
SECTION	BUUSD CODE	LAST VSBA MP UPDATE	CHECKED WITH VSBA UPDATE...	TITLE	VSBA REQUIRE/RECOMMEND/CONSIDER	BUUSD 1st READ DATE	BUUSD APPROVAL DATE	COMMENTS/ACTION	BSU CODE
Adopted F	3	E21, E31, E32 in VSBA MPM but not adopted by BUUSD							
	NON-INSTRUCTIONAL OPERATIONS								
	F1	3/20/2019	5/18/2020	Travel Reimbursement Policy	Consider	5/9/2019	6/13/2019		E11
	F20	3/25/2009	5/18/2020	Fiscal Management & General Financial Accountability	Recommend	5/9/2019	6/13/2019	Board back to Cmt: 12/20/21 - Lisa Perreault review and attend. (Rescind F30 after Board Adopts)	E1
	F22	9/17/2020	11/12/2020	Electronic Communications Use and Retention	Recommend	1/28/2021	2/11/2021	Needs to be vetted by lawyer	
	F23	11/3/2016	5/18/2020	Capitalization of Assetts	Recommend	9/12/2019	10/10/2019		E23
	F24	11/6/2016	5/18/2020	Prevention of Conflict of Interest in Procurement	Recommend	5/9/2019	6/13/2019		E24
	F25	10/24/2019	11/8/2021	Access Control	Recommend			To Cmt: 12/20/21	
	F26	10/24/2019	4/19/2021	Security Cameras (Electronic Surveillance Policy)	Recommend			legal counsel reviewed, Luke edit aligned w/editing Protocols; return to Cmt 10/11. Edited version back to Cmt 11/15. Add to Cmt Agenda 12/20/21 (Rescind F41 after Board Adopts)	F41
	F30	3/25/2009	5/18/2020	Budgeting	Consider	5/9/2019	6/13/2019	Rescind after F20 gets adopted.	E2
	F31	7/1/2020		Emergency Closings	Removed	None	None	VSBA Removed 7/2020 - Never adopted by BSU	
	F32	3/25/2009	11/8/2021	School Crisis Prevention and Response	Consider			To Cmt: 12/20/2021	
	F33	3/25/2009	5/18/2020	HIV Policy	Consider	5/9/2019	6/13/2019		F32
	F40	N/A	N/A	Scholarship Awards Policy	Does Not Exist	5/9/2019	6/13/2019		E31
	F41	F26	3/11/2021	Video Surveillance Policy	F26	5/9/2019	6/13/2019	Committee 4/26/21; Rescind when F26 is adopted by the Board	E32
Adopted	9	F21, F22, F25, F26, F31, F33 in VSBA MPM but not adopted by BUUSD							

Pending Policies

	<u>NEW Policies (VSBA)</u>	STATUS
D7	Special Education	To Board – 12/16/21 (2 nd read; Adopt)
	<u>Policies Recently Changed</u>	
E1	Title 1, Part A: Parent and Family Engagement (Required) [9/24/21]	Cmt Agenda Parking lot
A30	Role and Adoption of School Board Policies (Consider)	Cmt Agenda Parking lot
A31	Board Member Education (Consider)	Cmt Agenda Parking lot
E20	Community Use of School Facilities [12/21/2020]	Supt/Admin team will develop uniform and consistent fee schedule and rental application form.
C4	English Learners (Was - Limited English Proficiency Students) [12/9/20]	(BUUSD Board Adopted – 01/28)
C5	Firearms [12/9/20]	(BUUSD Board Adopted – 01/28) Vetted by Lawyer 11/29/21. To Cmt 12/20/21
	<u>Policies REMOVED recently</u>	
D30	Field Trips [July, 2020]	Cmt Agenda Parking Lot
C26	Tuition Payment (Recommended) [08/31/2021] (not a policy in the BUUSD)	Board Not Adopting
A32	Board Goal-Setting and Evaluation (Consider) [10/21/2021]	Cmt Agenda Parking lot
	<u>Policies “UNDER REVIEW”</u>	
C2	Student Drugs and Alcohol (Required)	Pending review by VSBA
C7	Student Attendance (Required)	Pending review by VSBA
C8	Pupil Privacy (Required)	Pending review by VSBA
C13	Homeless Students (Required)	Pending review by VSBA
C20	Student Conduct and Discipline (Recommended)	Pending review by VSBA
C28	Transgender and Gender Nonconforming Students (Recommended)	Pending review by VSBA
D31	Selecting Library Materials (Consider)	Pending review by VSBA
D32	Selection of Instructional Materials (Consider)	Pending review by VSBA

A. BOARD OPERATIONS

Required Policies			Recommended Policies			Policies to Consider		
	Policy	Updated		Policy	Updated		Policy	Updated
A1	Conflict of Interest	10/11/19	A20	Board Meetings, Agenda Preparation & Distribution	03/03/20	A30	Role and Adoption of School Board Policies	10/16/21
			A21	Public Participation at Board Meetings	03/03/20	A31	Board Member Education	11/06/21
			A22	Notice of Non-Discrimination	08/30/20	A32	Board Goal-Setting & Evaluation	Removed
			A23	Community Engagement and Vision	03/03/20	A33	School Visits by Board Members	03/25/09
			A24	Board/Superintendent Relations	03/03/20	A34	Board Relations with School Personnel	03/25/09

B. PERSONNEL

Required Policies			Recommended Policies			Policies to Consider		
	Policy	Updated		Policy	Updated		Policy	Updated
B1	Substitute Teachers	10/11/19	B20	Personnel Recruitment, Selection, Appointment, and Background Checks	03/03/20	B30	Staffing and Job Descriptions	03/29/09
B2	Volunteers and Work Study Students	10/11/19	B21	Professional Development	03/03/20	B31	Educator Supervision & Evaluation: Probationary Teachers	03/29/09
B3	Alcohol and Drug Free Workplace	03/03/20	B22	Complaints About Personnel & Instructional Materials	03/03/20	B32	Personnel Files	03/29/09
B4	Drug & Alcohol Testing of Transportation Employees	10/11/19				B33	Resignations	03/29/09
B5	Employee Unlawful Harassment	10/20/20						
B6	HIPAA Compliance	Removed						
B7	Tobacco Prohibition	10/11/19						
B8	Electronic Communications between Employees & Students	6/25/20						

C. STUDENTS

Required Policies			Recommended Policies			Policies to Consider		
CODE	Policy	Updated		Policy	Updated		Policy	Updated
C1	Student Records	10/11/19	C20	Student Conduct and Discipline	Under Review	C30	Student Medication	06/30/08
C2	Student Drugs & Alcohol	Under Review	C21	Search and Seizure of Students by School Personnel	08/30/20	C31	Admission of Resident Students	02/10/16
C3	Transportation	10/11/19	C22	Student Activities (Elementary)	03/25/09	C32	Eighteen Year-Old Students	02/10/16
C4	English Learners	12/09/20	C23	Student Clubs & Activities (Secondary)	11/28/07	C33	Student Assessment	02/10/16
C5	Firearms	12/09/20	C24	Interscholastic Sports	09/18/13	C34	Restraint and Seclusion	03/03/20
C6	Home Study Students	10/11/19	C25	Admission of Non-Resident Tuition Students	03/03/20			
C7	Student Attendance	Under Review	C26	Tuition Payment	Removed			
C8	Pupil Privacy	Under Review	C27	Student Self-Expression and Student Distribution of Literature	09/18/13			
C9	Nutrition & Wellness	10/11/19	C28	Transgender and Gender Nonconforming Students	Under Review			
C10	Prevention of Harassment, Hazing & Bullying Policy	12/02/15	C29	District Equity Policy	07/21/20			
C10-P	Prevention of Harassment, Hazing & Bullying Procedures	12/02/15						
C11	Student Freedom of Expression	08/01/19						
C12	Prevention of Sexual Harassment as Prohibited by Title IX	09/01/20						
C13	Homeless Students	Under Review						

D. INSTRUCTION

Required Policies			Recommended Policies			Policies to Consider		
	Policy	Updated		Policy	Updated		Policy	Updated
D1	Proficiency Based Graduation Requirements	03/03/20	D20	Curriculum Development and Coordination (SU)	09/18/13	D30	Field Trips	Removed 07/2020
D2	Grade Advancement	Removed 08/01/19	D21	Educational Support System	09/18/13	D31	Selecting Library Materials	08/01/09
D3	Responsible Computer Internet & Network Use					D32	Selection of Instructional Materials	08/01/09
D4	Title One Comparability					D33	Local Action Plan	12/07/05
D5	Animal Dissection	10/11/19						
D6	Class Size Policy	10/11/19						
D7	Special Education	10/11/21						

E. SCHOOL-COMMUNITY RELATIONS

Required Policies			Recommended Policies			Policies to Consider		
	Policy	Updated		Policy	Updated		Policy	Updated
E1	Title 1, Part A Parent and Family Engagement	09/24/21	E20	Community Use of School Facilities	12/21/20	E30	School-Community Relations	08/01/09
			E21	Distribution of Non-School Sponsored Literature in Schools	11/26/07	E31	Parental Involvement	Removed 07/2020
						E32	Visits by Parents, Community Members or Media	08/01/09

F. NON-INSTRUCTIONAL OPERATIONS

Required Policies			Recommended Policies			Policies to Consider		
	Policy	Updated		Policy	Updated		Policy	Updated
F1	Travel Reimbursement	08/01/19	F20	Fiscal Management and General Financial Accountability	03/25/09	F30	Budgeting	03/25/09
			F21	Financial Reports and Statements	02/25/09	F31	Emergency Closing	Removed 07/2020
			F22	Electronic Communications Use and Retention	09/17/20	F32	School Crisis Prevention & Response/Procedures for Bomb Threats	03/25/09
			F23	Capitalization of Assets	11/03/16	F33	HIV Policy	03/25/09
			F24	Prevention of Conflict of Interest in Procurement	11/06/16			
			F25	Access Control	10/24/19			
			F26	Security Cameras	10/24/19			

**BARRE UNIFIED UNION SCHOOL DISTRICT # 097
POLICY****CODE: E 32****1ST READING:****2ND READING:****ADOPTED:**

**VISITS BY PARENTS, COMMUNITY MEMBERS OR MEDIA
(INTERVIEWING, FILMING, VIDEOTAPING OR RECORDING)****Policy**

It is the policy of the board to balance the need of the public and media to be informed about school programs and activities with the privacy interests of students and the responsibility of the school to operate with a minimum of disruption.

Implementation

The principal or his or her designee may regulate visits to the school by parents, community members or news media subject to the following guidelines:

1. **Parental visits.** In the absence of a court order denying unsupervised visitation rights to a parent, both custodial and non-custodial parents may schedule visits to their children's classes. Arrangements for classroom visits shall be made by contacting the principal. The principal will consult with the teacher involved, and may grant the request or suggest a more convenient time for a visit. Requests by parents to visit classes may be denied by the principal when the visit would result in disruption to the learning process in the classroom.
2. **Visits by community members.** Persons who are not parents of school children may obtain permission to visit the school while it is in session from the principal or his or her designee. Requests to visit specific classrooms will be granted or denied after consultation with the teacher or teachers involved, and will be based on a consideration of the informational needs of the person making the request and the potential for disruption or invasion of the privacy of students.
3. **Visits by news media.** Visits to the school by representatives of the news media or other persons seeking to interview, photograph, record, videotape or film students, staff members or school activities must be arranged after consultation with the principal or his or her designee. Affected teachers will be consulted before permission for such activities in classrooms is granted. At the discretion of the administration, parents may be asked to sign general or specific permission slips to authorize interviewing, photographing, filming or videotaping of their children while at school or while participating in school activities. Written parental permission will be obtained before the release, photography or recording of any student record. Photographing, filming or recording of special education students will be allowed only after specific parental permission is obtained in writing.

All visitors to the school will be required to check in at the office when they enter the school building. The principal or his or her designee will keep a log showing the names of visitors and the date, time and purpose of each visit.

**BARRE UNIFIED UNION SCHOOL DISTRICT # 097
POLICY**

CODE: F 32

1ST READING:

2ND READING:

ADOPTED:

SCHOOL CRISIS PREVENTION & RESPONSE

Policy

It is the policy of the Barre Unified Union School District (BUUSD) to maintain a safe, orderly, civil and positive learning environment, and to be prepared, in so far as possible, to prevent and respond to unexpected crises quickly and appropriately. While the very unexpected nature of a crisis may make preparation difficult, the Board believes that staff and students should be ready to respond quickly and appropriately to emergency situations.

Definition

Examples of crises include criminal acts, disease epidemic, physical injury or death, presence of intruders on school premises, hazardous materials spills, weather related emergencies, natural disasters or bomb threats.

Administrative Responsibilities

~~To help prevent the occurrence of some individually caused crises,~~ the superintendent shall research and share information about educational programs and practices designed to create and sustain a safe learning environment.

The superintendent ~~is directed to create~~ shall maintain a school crisis prevention and response plan and administrative procedures that identify how the students; and staff should respond to emergency situations, and the role that local emergency service providers will play in crisis preparedness and crisis management. ~~This will include appropriate and effective training; establishment of crisis response teams, both within each building and throughout the supervisory union/district; consultation and cooperation with community agencies, such as police, fire, emergency medical, youth and health authorities; and publication of emergency procedures for such situations as can be imagined.~~

~~Generally, the principal or his/her designee will organize and oversee the planning and operation of the crisis response team and will serve as the incident response team leader, according to the crisis response procedures. The plan will be reviewed annually and routinely practiced during regular drills.~~

~~Following a major incident, the crisis response team shall debrief and review the effectiveness of the crisis response and present a report and any recommendations for the future to the superintendent.~~

Staff Responsibilities

~~The staff shall follow all guidelines outlined in the crisis response procedures and staff handbook when practicing routine drills and when responding to actual emergency situations.~~

Student Responsibilities

Students shall follow all guidelines outlined in the crisis response procedures and student handbook when practicing routine drills and when responding to actual emergency situations.

Students ~~suspected of involvement in~~ determined to causing school crises will be held accountable ~~and shall be dealt with~~ in accordance with the school's discipline policy, ~~and state/federal law~~. An incident may also be referred to law enforcement for possible criminal charges or for the school to pursue civil litigation.

Any lost ~~time learning time~~ school days resulting from response to a school crisis or emergency shall be made up.

CODE E7-R**PROCEDURES FOR BOMB THREATS****Anticipating a Bomb Threat**

1. **Line of authority.** The Principal of the _____ School is designated as the person in charge of administering this policy. If the principal so decides, he/she may designate a named administrator to serve in his/her stead or absence. Wherever “principal” appears in this policy, it refers either to the principal or the designated administrator.
2. **Coordination of school and public safety agencies.** The principal shall establish and maintain ongoing communication and coordination among school staff and public safety authorities for purposes of planning for, training for, and responding to any bomb threat. For this purpose, the principal shall establish a bomb threat response team to consist of the principal, the superintendent, and persons representing teachers, custodians, office staff, transportation providers, and parents. The principal shall request participation on this team by persons representing local law enforcement and fire/rescue agencies. The principal shall convene this group to:
 - A. review this policy and any associated protocols prior to the first student attendance day each school year;
 - B. coordinate and oversee response efforts whenever a bomb threat has been made;
 - C. review implementation of this policy after any bomb threat is resolved.
3. **Training**
 - A. Telephone answerers. The principal shall see that all staff whose regular duties include answering incoming telephone calls are trained in the protocol to be used when confronted by a telephone bomb threat.
 - B. All staff. The principal shall see that all staff are trained regarding their duties in the event of a bomb threat, including proper evacuation procedures, assuring the safety of students and staff, noting the absence of any students, conducting quick but complete visual scans of their workplace, and attendant reporting responsibilities.
 - C. Any staff participating in a search. The principal shall see that any staff volunteering to participate in a search for explosive devices are first trained by appropriate public safety personnel regarding the voluntary nature of their participation, the potential danger, and the proper sequence and technique involved.
 - D. Students. The principal shall see that all students are instructed about proper conduct during a bomb threat, the potential criminal and civil penalties as well as school discipline associated with making a bomb threat, and the disruption and costs to the educational process stemming from a bomb threat.
4. **Drills.** The principal shall conduct no fewer than _____ bomb threat drills for the bomb threat response team and staff during the course of the school year, to consist of a review of the procedures to be followed in the event of a bomb threat.
5. **Pre-arranged signal.** The principal shall establish a signal for announcing a bomb threat and inform staff what it is.
6. **Precautions:**

- A. Telephone service options. The principal shall see that at least main office telephone service includes caller ID or other call-tracing capacity and that each phone station is supplied with a Crisis Response Guide.
 - B. Locked areas. School personnel with access to lockable work spaces shall lock them when not in use.
 - C. Trash. The principal shall direct school personnel not to permit the accumulation of trash, boxes, and other articles inside or next to the school building.
 - D. Parking. The principal shall, to the extent possible, ensure that parking spaces are not located close to the school building. There shall be stringent enforcement of parking restrictions relative to fire lanes, loading docks and handicapped parking spaces.
 - E. Labeling building areas. The principal shall ensure that different areas of the building are assigned specific labels, to be posted in plain sight and to be communicated to school and public safety authorities.
 - F. Evacuation gathering places. The principal shall designate specific locations to which all students and staff shall go away from heavily traveled roadways if an evacuation of the school is ordered.
7. **Substitutes.** The principal shall see that substitute personnel are aware of this policy and the obligations of staff during a bomb threat.

Reacting to a Bomb Threat

1. **Upon receiving threat.** All personnel who answer telephone calls from outside sources shall be provided a Crisis Response Guide, to be placed within easy reach of their telephone, on which is printed information to ask for and information to listen for in the event a caller makes a bomb threat. Whoever receives the call shall attempt to transfer it to the Principal, or failing that, ask the caller as many of the questions on the Guide as he/she can, carefully noting all wording and other information.
2. **Notification**
 - A. To the principal. A person receiving a bomb threat by telephone or other means or who finds a suspicious device on school property shall inform the principal immediately.
 - B. By the principal. Upon learning of the bomb threat, the principal shall alert local public safety agencies, utility companies and the superintendent.
3. **Assessment.** Upon learning of the bomb threat, the principal, in consultation with public safety officials and the superintendent if time permits, shall:
 - A. Evaluate the credibility of the threat;
 - B. Decide whether to direct a search of the building; and
 - C. If so, decide whether the search should be conducted while the building is occupied or after it has been evacuated. In so doing, the Principal shall resolve all doubts in favor of finding the threat credible, a search necessary, and prior evacuation necessary.
4. **Activating the team.** After deciding which course of action to follow, the Principal shall activate the bomb threat response team.
5. **Evacuation**

- A. To what extent. The principal, in consultation with the bomb threat response team, shall decide on the extent to which the building will be evacuated. The decision shall be either:
 - i. To assemble all building occupants in one location, such as the gymnasium;
 - ii. To evacuate just a portion of the building;
 - iii. To evacuate the entire building to a particular site or sites no less than 300' from the building; or
 - iv. To dismiss students and/or staff for the balance of the day.
- B. Signaling. If the principal decides the building should be evacuated, he/she shall inform the staff immediately.
 - i. Adjusting evacuation route. The principal shall direct personnel to adjust their usual evacuation route to avoid any suspected location of an explosive device.
 - ii. Staff obligations. In the event of an evacuation, staff shall:
 - iii. Visually scan their workplace and any other common areas they have been assigned for any thing or person out of the ordinary. If there is such an object, staff should not touch it but should report its presence to the principal.
 - iv. Make sure upon leaving that windows and doors are open.
 - v. Make sure any students in their charge are guided to safety, making arrangements that students with disabilities are followed, and remain with students in their charge; and
 - vi. Take an attendance book with them, taking attendance once the evacuation is accomplished and noting the absence of any students normally in their charge and report their names to the principal.
- C. Student conduct. All students shall assist staff by obeying all directions and maintaining an orderly and quiet demeanor.
- D. Utilities
- E. Fuel. The principal shall direct appropriate personnel to turn off gas and other fuel lines at intake.
- F. Electricity. The principal shall decide whether electric power to the building should be turned off.
- G. Telephones. [Insert here standard response decided by school board – to leave service intact, to shut down service, or to decide during the threat.]
- H. Transportation and traffic. The Principal shall make sure a safe and efficient traffic pattern is in place to enable students to depart without impeding access and parking for public safety vehicles.

6. Search

- A. To what extent. The principal, in consultation with the bomb threat response team, shall decide on the extent to which the building will be searched. The decision shall be either:
- B. Not to conduct a search;
- C. To search specific portions of the building; or
- D. To search the entire building and grounds.
- E. Nature of search. The principal, in consultation with the bomb threat response team, shall decide whether a search will be conducted overtly, covertly, or by means of a special team.

- F. **Method.** A search shall be conducted in accordance with techniques and training provided by public safety personnel. Toward that end, the Principal shall arrange with public safety officials for the periodic training of search personnel.
- G. **Participants**
- H. **STAFF.** Each staff member shall, upon request, conduct a visual scan of his/her workplace, noting any thing or person out of the ordinary, and shall report any findings to the principal.
- I. **STUDENTS.** Under no circumstances will a student be permitted to participate in a search.
- J. **VOLUNTEERS.** No school personnel may be required, beyond what is provided in this policy, to participate in a search for an explosive device. Any school personnel volunteering to participate in a search for an explosive device shall first be trained with respect to the dangers involved, precautions to observe, and the techniques to follow.
- K. **Object found.** If any suspicious object is actually discovered, no school personnel should touch it. Instead, the individual discovering the object should report it immediately to the principal, who shall immediately report it to the public safety official in charge.
- L. **Explosion.** If there is an explosion, the principal shall yield to the authority and protocols of public safety authorities.

After a Bomb Threat

1. **Investigation.** The principal, and all other school personnel, shall cooperate with law enforcement personnel involved in investigating a bomb threat. School personnel shall not conduct any investigation independently but rather in conjunction with law enforcement.
2. **Discipline.** Any student involved in the making of a bomb threat, in addition to any penalty imposed by law, shall be subject to disciplinary action by the school, up to and including expulsion subject to the school's student discipline policy.
3. **Civil liability.** The _____ School District reserves the right to bring suit against anyone responsible for a bomb threat and to seek restitution and other damages permitted by law.
4. **Lost time.** Any school time lost as a result of a bomb threat shall be made up on days and at times determined by the school board.
5. **Counseling.** The principal, in consultation with appropriate guidance and other personnel, shall assess the effect of the bomb threat on students as a whole and on any individual students who come to his/her attention, to determine if and what type of counseling would be appropriate.
6. **Evaluation.** Within one week following the conclusion of the school's response to a bomb threat, the principal shall convene the bomb threat response team to evaluate how well the school responded, how consistent its response was with policy, how consistent its response was with its implementation procedures, and whether any changes to the provisions of this policy or implementation procedures are recommended as a result.

Communicating with the Public

1. **About the policy.** All school handbooks, those for faculty, staff, parents and students, shall contain the following provision:

The _____ School District has adopted a comprehensive policy on what to do in the event of a bomb threat. You may obtain a copy of the complete policy by requesting one from the principal's office.

While we intend to respect the legitimate privacy interests of all persons, it is lawful for school authorities within constitutional boundaries to conduct reasonable examination of personal property on school grounds, including but not limited to lockers, desks, backpacks, book bags, and automobiles. In the event of a bomb threat, we may have to search such items in order to assure the safety and protection of people and property.

We also want all members of the school community to know that any academic time lost as a result of a bomb threat will be rescheduled, either on a weekend, vacation day or following what would otherwise be the end of the school year.

In addition, under state law, the making of a bomb threat is a very serious criminal offense, punishable for even a first offense by as much as 2 years in prison and a \$5,000 fine. The making of such a threat may also lead to civil liability.

2. **About a bomb threat.**

- A. Parents. In the event of a bomb threat, the principal shall make sure that notice is provided all parents of students within _____ (hours/days). If school is dismissed as a result of a bomb threat, the Principal shall implement general school procedures for notification of parents.
- B. Media. Any school personnel approached about a bomb threat by a representative of the media shall refer that representative to the Superintendent, Principal or their designee. that official shall provide the representative with a formal statement regarding the status of the threat. If approached during the threat, the official shall ask the representative to wait for a time when circumstances legitimately permit the official to take a few moments to speak with him/her. Any statement given shall be calm and informative without divulging personally identifiable information about students and shall emphasize the efforts made or under way to protect the safety of students and staff.
- C. Community generally. Depending upon the circumstances the district may want to communicate with the general community either in writing or by convening a meeting.

**BARRE UNIFIED UNION SCHOOL DISTRICT # 097
POLICY****CODE: F 25****1ST READING:****2ND READING:****ADOPTED:**

ACCESS CONTROL**Policy**

It is the policy of the Barre Unified Union School District (BUUSD) to provide a safe environment for students and employees while facilitating access to school buildings, premises and equipment by authorized users. The safety and security of the district's physical space and assets is a shared responsibility of all members of the BUUSD School District. This policy addresses the design and management of access-control systems and measures to ensure consistency in implementation.

The District shall establish access control procedures to address the design, administration and management of access control systems and measures. Access-control privileges shall be determined and assigned by the Superintendent or designee based on the specific needs and requirements of the District and the electronic identification/access badge.

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY****Code: C 42****1st READING: 5/9/2019****2nd READING: 6/13/2019****ADOPTED: 6/13/2019**

**SEARCHES, SEIZURES, AND INTERROGATION OF
STUDENTS BY LAW ENFORCEMENT PERSONNEL OR
OTHER NON-SCHOOL PERSONNEL****Policy**

It is the policy of the Barre Unified Union School District (BUUSD) to protect the rights and safety of its students. The school districts will work with law enforcement officers and other non-school personnel as necessary to provide a safe school environment and a safe community. School district administrators may invite law enforcement officers to assist them in an emergency. Unless law enforcement officers have a warrant or court order authorizing them to conduct certain activity on school property, school administration may ask them to leave. School administrators will not assist law enforcement officers (including school resource officers) in a search, seizure, or interrogation where the primary purpose is to enforce a criminal law.

If a law enforcement official wishes to search or seize school or student property, or interrogate a student, school administration has discretion to grant or withhold consent under certain circumstances as described below:

Warrant

If a law enforcement officer presents a proper warrant for the search, seizure, or arrest of a person or property, school administration must comply with the warrant and the officer's requests. However, school administration shall review the scope of the warrant before it is executed.

School Property

If a law enforcement officer who does not present a warrant requests permission to search or seize school property, the principal has authority to decide whether to grant or withhold permission. School property includes student lockers, desks, textbooks and materials loaned to students, and data stored on school computers.

Student Property

A law enforcement officer who does not present a search warrant may be given permission by school administration to search or seize student property if the school administrators request the assistance of law enforcement to deal with an emergency affecting the safety of the school population.

If there is no emergency affecting the safety of the school population, a law enforcement officer who does not present a search warrant must obtain permission from a parent or guardian of any student under eighteen years of age before searching that student's property on school grounds. School officials do not have authority to grant officers permission for such searches in the absence of an emergency. Notwithstanding this paragraph, if the officer directs that a parent or guardian is not to be contacted because the search is related to criminal activity of a parent or guardian or to a child abuse or neglect investigation, then the school administrator shall allow the officer to ask the student for permission to conduct the search.

Interrogation

Prior to the start of any interrogation by non-school personnel, school administrators shall ask for proper identification.

School administrators may request the assistance of law enforcement officers to deal with a situation potentially affecting the safety of the school population, and may give law enforcement officers permission to interview students as necessary, however, the school administration will not be present where the officer's interrogation is related to a criminal investigation. Further, a minor student must be given the opportunity to consult with a genuinely interested adult independent from the state (e.g. a parent, guardian, or attorney) before being subject to custodial interrogation. If a student is placed under arrest or removed from the school by a law enforcement officer, the student's parent(s) or guardian(s) should be notified of this action by the school administration as soon as possible, as described below.

Non-school personnel may also question students under the age of eighteen without notification of parents if such questioning (1) is part of a child abuse or neglect investigation conducted by the Department of Children and Families in accordance with Chapter 49 of Title 33 of the Vermont Statutes Annotated or (2) concerns possible criminal activity by the parent or guardian where the student is a victim. School administrators will not be present as a part of any criminal investigation by police.

Arrest

If a law enforcement officer presents a warrant for the arrest of a student or a subpoena for the student's appearance, school administrators shall cooperate in locating the student within the school. Before releasing a student to law enforcement authorities under these circumstances, school administrators shall ask for proper identification and require the officer to sign a form indicating the reason for the removal of the student from school.

If a student is placed under arrest or removed from the school by a law enforcement officer, the student's parent(s) or guardian(s) should be notified of this action by school administrators as soon as possible.

Law enforcement officers must have probable cause that a crime has been or is being committed in order to justify a search or seizure. However, school officials concerned with a violation of school rules need only have a reasonable suspicion that a rule is being or has been broken.

**BARRE UNIFIED UNION SCHOOL DISTRICT # 097
POLICY****CODE: F 20****1ST READING: 5/9/2019****2ND READING: 6/13/2019****ADOPTED: 6/13/2019**

**FISCAL MANAGEMENT AND GENERAL FINANCIAL
ACCOUNTABILITY****1. POLICY**

It is the policy of the Barre Unified Union School District (BUUSD) (Barre Town, Barre City and Spaulding High School Union Districts, and Central Vermont Career Center) to manage its financial affairs using generally accepted accounting practices, providing appropriate accountability, and assuring compliance with guidelines published by the Agency of Education.

2. ADMINISTRATIVE RESPONSIBILITIES

With the advice and consent of the Auditor of Accounts and the Secretary of Education, the Superintendent shall establish and maintain an accrual system of accounting for the proper control and reporting of school district finances and for stating the financial condition of the School Districts.

Guidelines

1. The approved budget will be the spending plan for the year. The Superintendent or his or her designee is authorized to make commitments on behalf of the organization. Expenditures in excess of ~~\$15,000~~ **\$150,000** require approval by the Board. The Superintendent shall assure that the district does not materially deviate from the approved spending plan, and shall notify the Board of significant overages in spending or significant reduction in revenue that might threaten adherence to the annual budget plan for the year.
2. The Superintendent or designee shall arrange with the BUUSD Board an annual audit of accounts by a certified public accountant.
3. The Superintendent shall be responsible for establishing a system of appropriate internal controls for the handling of all financial obligations and all funds and accounts.
4. The Superintendent or designee shall provide regular information to the board regarding the status of the organization relative to expenses and revenues according to a schedule established by the Board.
5. The Board shall, annually, authorize the Superintendent or his/her designee to "examine claims against the district for school expenses and draw orders for such as shall be allowed by it payable to the party entitles thereto."
6. The bidding requirements of 16 V.S.A. §559 will be followed by the Board and its designees.

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY****CODE: F26****1ST READING:
2ND READING:
ADOPTED:**

ELECTRONIC SURVEILLANCE**Policy**

The BUUSD recognizes the value of electronic surveillance for monitoring activity on school property. It is the policy of the Barre Unified Union School District (BUUSD) to use passive electronic surveillance to assist with the safety and security of the school community.

All video recording is subject to District policies and state and federal law, including the provisions of the Family Education Rights and Privacy Act (FERPA).

Use

Electronic surveillance is used to deter crime and enforce violations of the District's rules and policies, as well as state and federal law. Security devices and measures such as, but not limited to, video cameras, motion detectors and alarms may be installed in any or all school buildings, or in school transportation vehicles to protect school property. Outside lighting and/or video surveillance devices may be installed and maintained at each school building to provide illumination and observation of the immediate grounds.

Camera Placement

The security camera system will be installed in public areas only. These areas may include school buses, grounds, athletic areas, exterior entrances or exits to school buildings, stairwells, corridors, cafeterias, and lobbies. Security camera usage is prohibited in any space where there is a reasonable expectation for privacy, such as restrooms, locker rooms, private offices, and nurse's offices.

Security

Only a designated employee or agent of the BUUSD will install surveillance cameras. Only designated school officials shall have access to the camera equipment and software. Only these school officials shall handle the software or copies of video segments. Video copies shall be stored in a secure area until the end of the current school year, or until the statute of limitations has been reached for a specific policy or law. Video copies may never be sold, publicly viewed or distributed in any other fashion except as approved for by this policy and state and federal law.

Viewing of Live Video

Video monitors used to view live video should not be located in a position that enables public viewing. Live video may only be viewed by school administrators, school officials, school staff members, or school resource officers with a legitimate need, as required by their position

and role. This also includes employees or agents responsible for the technical operations of the system (for technical purposes only).

Video Recordings

Video recordings may only be viewed by school administrators, school officials, or school staff members with a direct involvement with the recorded contents of the specific video recording. This also includes employees or agents responsible for the technical operations of the system (for technical purposes only). Law enforcement personnel and parents and guardians may be permitted to view video recordings on a case-by-case basis, consistent with the requirements of state and federal law.

Use of Video Recordings for Disciplinary Action

Video recordings may be used as a basis for disciplinary action consistent with District policies and state and federal law.

Retention of Video Recordings

A copy of a video recording shall be made and maintained until resolution of an incident which results in a long-term suspension, student injury, or there is a prospect of a legal claim against the district. The copy of the video recording shall be sent to the Superintendent or designee to be kept in a secure location. The district shall comply with all applicable state and federal laws related to record creation, retention, and destruction.

BARRE UNIFIED UNION SCHOOL DISTRICT # 097
POLICY MANUAL

CODE: D 32

1ST READING: 5/9/2019
2ND READING: 6/13/2019
ADOPTED: 6/13/2019

SELECTION OF INSTRUCTIONAL MATERIALS AND SENSITIVE ISSUES

Policy

It is the policy of the Barre Unified Union School District (BUUSD) to provide students with a broad variety of instructional materials to support student learning.

Implementation Materials

Instructional materials will be selected by professional staff in accordance with the following criteria and procedures:

1. Instructional materials should enrich and support the current curriculum, taking into consideration the varied interests, abilities, and maturity levels of students served.
2. Instructional materials should stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.
3. Instructional materials should provide a background of information which will enable students to make intelligent judgments in daily life.
4. Instructional materials should present opposing sides of controversial issues so that, with guidance, young citizens may develop the practice of critical thinking.
5. Instructional materials should be representative of different racial, religious, ethnic, and cultural groups, emphasizing their valuable contributions to American heritage and should be free from sex-role stereotyping to the extent possible.
6. Books and instructional materials should be chosen for values of interest and enlightenment of all the students of a community and to encourage students to read regularly. A book will not be excluded because of the race, nationality, or the political or religious views of the author.
7. Since books and instructional materials are selected to provide for the interest and needs of the school community and the school program, they may be selected cooperatively by teachers, principals/directors, and librarians, sometimes with the assistance of students and parents.
8. In the selection of books and other instructional materials, consideration should be given to factual accuracy, authoritativeness, balance, and integrity. Aesthetic values also must be considered in selection of materials.
9. Books and instructional materials will be viewed by members of the staff to assure their timeliness and continued appropriateness.
10. The superintendent has ultimate authority under 16 V.S.A. §563 (14) to preview and approve instructional materials.

Teaching About Controversial/Sensitive Issues Instruction

Controversial and sensitive issues are defined as those problems, subjects, or questions about which there are significant differences of opinion, for which there are no easy resolutions, and discussions of which generally create strong feelings among people. Although there may be disagreement over what the facts are and what they mean, subjects usually become controversial and sensitive because of the different values people use in applying the facts as known.

1. Controversial and sensitive issues shall be handled as they arise in the classroom and shall not be avoided in order to restrict or restrain the academic freedom, as defined in the master agreement, between the teachers and board of school directors, of either the teacher or the student.
2. Teacher initiation of controversial and sensitive issues should have direct relevance to the topic being discussed.
3. In handling a controversial or sensitive issue, the teacher shall not suppress a student's view, value and/or belief on that issue as long as the expression of that view, value, or belief is not derogatory, malicious, or abusive toward ~~other~~ any students' and/or their views.
4. Instructional materials should present differing sides of controversial and sensitive issues.
5. The purpose of classroom teaching methodologies shall be to present differing sides of controversial and sensitive issues so that teachers guide young citizens in the practices of critical discussion, thinking, and reading. Teachers shall remain unbiased in their presentation of and response to questions/discussion regarding controversial and sensitive issues.
6. In the course of a student's education in the BUUSD, topics may be presented which could cause discomfort in light of a student's or families' personal beliefs. If this occurs, students and/or their parents/guardians may request an alternative experience. This request should be made to the student's teacher or administration.

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY**

CODE: B 22

**1ST READING:
2ND READING:
ADOPTED:**

COMPLAINTS ABOUT PERSONNEL & INSTRUCTIONAL MATERIALS

Policy

It is the policy of the Barre Unified Union School District (BUUSD) to see that complaints about school personnel are considered in a timely manner that is fair to all parties. The district places trust in its employees and desires to support their actions in such a manner that they are free from unnecessary, spiteful, or unjustified criticism or complaint. Further, it is the obligation of the board to ensure that the rights of the employee under the collective bargaining agreement and Vermont Law be protected through the administration of this policy.

In cases where the complaint is specifically addressed by another policy, the complainant should follow the procedures accompanying that policy. Examples include: Notice of Non-Discrimination (A22), Prevention of Employee Harassment (B5), Electronic Communications Between Employees and Students (B8), Policy on the Prevention of Harassment, Hazing, and Bullying of Students (C10 & C10-P), Prevention of Sexual Harassment as Prohibited by Title IX (C12), and Selection of Instructional Materials and Sensitive Issues (D32).

Resolving Complaints

It is the expectation of the BUUSD that concerns and conflicts be respectfully addressed and resolved directly between the complainant and the staff member. If the issue cannot be resolved directly with the individual, the complainant should communicate with the building Principal/Director by providing a summary of the concerns in writing, and including any examples or evidence supporting the complaint. In accordance with best practices and due process, the Principal/Director will afford the staff member with an opportunity for explanation, comment, and presentation of their perspective of the situation.

The Principal/Director may use a variety of conflict resolution strategies to rectify the situation.

If the issue is not resolved to the satisfaction of the complainant, they may provide the written statement and evidence, including the Principal's/Director's actions, to the Superintendent, for their consideration and decision.

Appeals to the Board

If the complainant is not satisfied with the decision of the Superintendent, they may request the school board hear their case to review the Superintendent's decision. If the board decides to honor the request of the complainant, a date will be set and appropriate administration invited to participate by presenting facts, providing context, and clarifying the issue. The board shall conduct such meetings in a fair and just manner, and shall render a decision.

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY**

CODE: B 20

1ST READING: 01/28/2021

2ND READING: 02/11/2021

ADOPTED: 02/11/2021

**PERSONNEL RECRUITMENT, SELECTION, APPOINTMENT AND BACKGROUND
CHECKS**

Policy

It is the policy of the Barre Unified Union School District (BUUSD) to select for employment only persons of good character who have the skills and other qualifications necessary to fulfill job requirements while complying with the provisions of state law regarding the recruitment, selection and employment of school district employees and contractors.

Persons subject to criminal record checks and abuse registry checks under this policy include all those recommended for full-time, part-time or temporary employment in the school district, including student teachers, and those contractors and employees of contractors who may have unsupervised contact with students and are subject by law to criminal record and abuse registry checks prior to or in the course of employment.

The superintendent may request a name and date of birth or fingerprint-supported check of the criminal record of any current employee who has previously undergone a check at any time during the course of the record subject's employment in the capacity for which the original check was required.

The district shall ensure that adults employed in the schools maintained by the district receive orientation, information or instruction on the prevention, identification and reporting of child abuse as required by state law. The district will also provide opportunities for parents, guardians, and other interested persons to receive the same information.

Definitions

1. The term "criminal record" as used in this policy shall have the same meaning as defined in 16 V.S.A. § 252(1).
2. The term "unsupervised" as used in this policy shall have the same meaning as defined in 16 V.S.A. § 252(4).
3. The term "abuse registry" as used in this policy shall include the Vermont Child Protection Registry maintained by the Vermont Department for Children and Families

and the Vulnerable Adult Abuse Registry maintained by the Vermont Department of Disabilities, Aging and Independent Living.

4. The terms "employ" or "employment" as used in this policy shall, as the context requires, apply to individuals who are, or are being considered for, full-time, part-time or temporary employment in the school district, including student teachers and those contractors and employees of contractors who may have unsupervised contact with students.

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY**

CODE: C 5

1ST READING: 01/14/2021

2ND READING: 01/28/2021

ADOPTED: 01/28/2021

FIREARMS

Policy

It is the policy of the Barre Unified Union School District (BUUSD) to comply with the federal Gun Free Schools Act of 1994 and state law requiring school districts to provide for the possible expulsion of students who bring firearms to or possess firearms at school. It is further the intent of the board to maintain a student discipline system consistent with the requirements of the federal Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act and the Vermont State Board of Education rules.

Definitions

For the purposes of this policy, the terms “firearm” “school” and “expelled” shall be defined consistent with the definitions required by state and federal law.

Sanctions

Any student who brings a firearm to school, or who possesses a firearm at school shall be referred to local law enforcement and brought by the superintendent to the school board for an expulsion hearing.

A student found by the school board after a hearing to have brought a firearm to school shall be expelled for at least one calendar year. However, the school board may modify the expulsion on a case-by-case basis when it finds circumstances such as, but not limited to:

1. The student was unaware that he or she had brought a firearm to school.
2. The student did not intend to use the firearm to threaten or endanger others.
3. The student is disabled and the misconduct is related to the disability.
4. The student does not present an ongoing threat to others and a lengthy expulsion would not serve the best interests of the pupil.

At the discretion of the school board and administration, an expelled student may be afforded limited educational services at a site other than the school during the period of expulsion under this policy.